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ONTARIO
DEPARTMENT OF EDUCATION

CONTINUATION SCHOOLS

The Minister of Education desires to call attention to the following matters affecting Continuation Schools.

1. WHAT A CONTINUATION SCHOOL IS

A Continuation School is established to continue educational work for pupils of rural and small urban districts by providing two or more years of High School training for those who have passed the Ontario High School Entrance examinations. The Continuation School is usually established and controlled by the same Board of Trustees as controls the elementary school of the district. No Continuation School may be established unless at least the full time of one teacher is given to Continuation School work. No teacher may be employed who does not hold at least an Ontario First Class certificate.

2. COURSES OF STUDY IN CONTINUATION SCHOOLS

The courses of study in Continuation Schools are the same as those for High Schools and are outlined in the pamphlet entitled "Courses of Study and Examinations of the High Schools, Collegiate Institutes and Continuation Schools, 1922."

On account of the small staff usually in Continuation Schools, certain limitations must be made regarding optional subjects, e.g., not more than two languages besides English may be taught. If the full time of one teacher only be devoted to Continuation School work, not more than the first two years of the High School course may be attempted; if the full time of one teacher and at least half time of another teacher be devoted to Continuation School work, the first four years of the High School course may be attempted.

3. HOW TO ESTABLISH A CONTINUATION SCHOOL

The establishment of a Continuation School rests with the Board of Trustees or Boards of Trustees concerned, subject to the approval of the Minister of Education. Many Boards of Trustees call meetings of their ratepayers before taking action. Such action is very desirable as it may assure more hearty support if action is taken. But Trustees are the responsible parties when action is taken.

The following are extracts from the Continuation Schools Act:—

(1) Subject to the Regulations and to the approval of the Minister, the Public School Board of any municipality or school section or a Separate School Board may establish and maintain one Continuation School with a staff of at least one teacher engaged for his whole time.

(2) The Board shall have in respect of such Continuation School all the powers conferred on Public or Separate School Boards as to acquiring a school site, erecting buildings and additions to existing buildings and providing equipment for and paying the cost of permanent improvements and of the maintenance of such Continuation School.

(3) Subject to the Regulations and to approval of the Minister, agreements may be entered into by two or more Public School Boards or by one or more of such Boards and one or more Separate School Boards for the establishment and maintenance of a Continuation School to be conducted in some place agreed upon by the Boards for the benefit of the pupils from all of such schools, and any such agreement shall specify the proportion of the cost of the establishment and maintenance of the Continuation School to be paid by each of such Boards or shall provide for the manner in which such proportions shall be determined.

(4) A Continuation School established under subsection (3) shall be under the control and management of a committee composed of not more than two-thirds of the members of each of the Boards by which it is established, who shall be appointed by such Boards respectively.

(5) A Continuation School shall not be established or maintained in a municipality in which a High School is maintained or in any other part of a High School district.

The following are extracts from the Regulations relating to the establishment of Continuation Schools:

There shall be three grades of Continuation Schools, established under the provisions of The Continuation Schools Act, Grades A, B, and C. These schools may be established when as reported by the Continuation School Inspectors, the following conditions are complied with to the Minister's satisfaction:

(1) There shall be a reasonable prospect of the Continuation School being efficiently maintained.

(2) In Grade A, at least the time of three teachers shall be given to the work of the Continuation School; in Grade B, at least the time of two teachers and less than the time of three; and in Grade C, at least the equivalent of the time of one teacher and less than the time of two.

(3) Adequate and suitable accommodations shall be provided as prescribed in Regulation 3, adequate and suitable equipment as prescribed in Regulation 4, and an adequate and suitable staff of legally qualified teachers as prescribed in Regulation 5.

(4) Where practicable, Public and Separate School Boards which desire to establish a Continuation School should unite as provided in section 3 (3) of The Continuation Schools Act. Where, however, such union is impracticable by reason of either a Public or a Separate School Board being unable or unwilling to bear its share of the cost of establishing and maintaining a Continuation School, the Minister may approve of the establishment of a Continuation School under one of the Boards; but, in that case, the school shall be open to the children of the supporters of both Public and Separate Schools on the terms provided in section 5 (2) and (3), of The Continuation Schools Act, and, subject to the Minister's decision in the case of disagreement, shall be conducted under conditions as to staffs and accommodations that are acceptable both to Public and to Separate School supporters.

4. FEES

(1). No fees shall be payable by resident pupils or by county pupils or by pupils who are admitted to a Continuation School under the provisions of subsections 9 and 10 of section 7 of the Continuation Schools Act.

(2). Pupils other than those mentioned in section 1 shall pay such fees as may be prescribed by the board, but such fees shall not be greater than the average cost per pupil for education in the Continuation School.

5. LEGISLATIVE GRANTS

Where the Regulations regarding accommodations, equipment, qualifications of the staff and the courses of study are observed, the annual Legislative Grant for Continuation Schools will be distributed in accordance with the following scheme:

I. FIXED GRANTS

(a) For Grade C Schools.

(i) When the equivalent of the time of one teacher is given to the work..... \$150.00

(ii) When the whole time of one teacher and at least one-half the time of an assistant teacher is given to the work..... \$225.00

(b) For Grades A and B. \$300.00

II. GRANTS ON SALARIES

(a) For Grade C Schools.

(i) 30 per cent. of the excess of the Principal's salary over \$500; maximum grant \$225; and

(ii) 30 per cent. of the excess of half the assistant's salary over \$250; maximum grant \$100.

NOTE.—No grant will be made on the salary of an assistant teacher unless he devotes at least half his whole time to the work of the Continuation School. As half the time of the assistant is given to Public School work, only half his yearly salary may be charged for services to the Continuation School.

(b) For Grades A and B, 30 per cent. of the excess of the salaries over \$1,000 of the Principal and the assistant or of the Principal and one assistant with the next highest salary, as the case may be; maximum \$450.

III. GRANTS ON ACCOMMODATIONS FOR GRADE C SCHOOLS

GRADE	Closets	Water Supply	School Premises	School Building	Class-Room	Laboratory	Halls	Waiting-Rooms	Cap-Rooms	Teachers' Room	Desk and Laboratory Tables	Blackboards	Lighting	Heating	Ventilation
I	\$ c. 2 00	\$ c. 1 00	\$ c.	\$ c.	\$ c. 6 00	\$ c.	\$ c.	\$ c.	\$ c. 1 00	\$ c. 1 00	\$ c. 3 50	\$ c. 1 00	\$ c. 1 25	\$ c. 1 25	\$ c. 2 00
II	1 50	75			4 50				75	75	2 75	75	1 00	1 00	1 50
III	1 25	50			3 50				50	50	2 25	50	75	75	1 25
IV	1 00	25			2 75				25	25	1 75	25	50	50	1 00

FOR GRADES A AND B SCHOOLS

I	4 00	2 00	9 00	4 00	15 00	2 00	2 00	2 00	2 00	2 00	6 00	2 00	4 00	4 00	6 00
II	3 00	1 50	6 75	3 00	11 25	1 50	1 50	1 50	1 50	1 50	4 50	1 50	3 00	3 00	4 50
III	2 00	1 00	4 50	2 00	7 50	1 00	1 00	1 00	1 00	1 00	3 00	1 00	2 00	2 00	3 00
IV	1 00	50	2 25	1 00	3 75	50	50	50	50	50	1 50	50	1 00	1 00	1 50

IV. GRANTS ON EQUIPMENT

(1) In respect of equipment, ten per cent. of the total approved expenditure, but so as not to exceed \$90 in the case of Grade C schools with one teacher, and \$140 in the case of all other Continuation Schools.

(2) In apportioning the Legislative grant on equipment, the maximum values recognized for each grade of schools shall be as follows:—

(a) For Grade C schools: Library \$300; Scientific Apparatus \$300; Biological Specimens, \$50; Maps, Charts, Globes, etc., \$50; Art Models, \$50.

(b) For Grades A and B schools: Library, \$450; Scientific Apparatus, \$450; Biological Specimens, \$75; Maps, Charts, Globes, etc., \$75; Art Models, \$75.

6. COUNTY GRANTS

1. (a) The County must pay the equivalent of the Legislative grant.

(b) County Special Grants:—Many counties have been giving special grants to the Continuation Schools of the county.

Cost of Education of County pupils.

2. Where the cost of education of county pupils at a Continuation School exceeds the amount apportioned by the Minister and any fees received, the county shall in lieu of the equivalent of the amount apportioned out of the legislative grant, pay to the board a sum to be calculated as follows:—

To eighty per cent. of the total amount expended in paying of debentures issued to pay for permanent improvements and for providing the interest payable upon such debentures shall be added the total cost of maintenance of the Continuation School—the amount apportioned out of the legislative grant and any sums received for fees shall then be deducted; the remainder shall be divided by the total number of days' attendance of all pupils at the school during the next preceding three years and the resulting amount shall be multiplied by the total number of

days' attendance of county pupils during the same three years, and the resulting amount shall be payable by the county.

3. Where the board of a Continuation School in a town not separated from the county or in a village or township has notified the clerk of any county adjacent to that in which the continuation school is situate, that such school is open to pupils resident in such adjacent county on the same terms as to county pupils, the council of such adjacent county shall pay for the education of pupils from such county attending the Continuation School a sum equal to eighty per cent. of the cost of education of pupils at such Continuation School.

Cost of Education of pupils from adjacent Counties.

The amount payable under section 3 shall be ascertained as follows:

The total expenditure on the Continuation School shall be determined by taking the sum of the total expenditure for maintenance, the total expended in paying off debentures issued to pay for permanent improvements, and the total expended in paying the interest on such debentures:—From the total expenditure thus calculated the amount apportioned out of the legislative grant and any sum received from fees shall first be deducted, the remainder shall be divided by the total number of days' attendance of all pupils at such Continuation School during the year for which payment is to be made, the resulting amount shall be multiplied by the total number of days' attendance of pupils in respect of whom the county is liable, the percentage prescribed shall then be determined and the resulting amount shall be the sum payable by the county.

7. TOWNSHIP GRANTS

Where a Continuation School is maintained in a rural section, i.e., in a community not an incorporated village or town, the Township Council must pay the same grants for the Principal and Assistant of a Continuation School as would be paid to a Principal and Assistant of a Public School. In most of the townships this amounts to \$600 in the case of a Grade C school and \$1000 in the case of a Grade B school. (See section 96, Public Schools Act, 1920.)

8. ESTIMATE OF AMOUNT OF GRANT

An estimate of the amounts of the grants payable to the different grades of Continuation Schools in accordance with the above scheme is shown below:—

1. Grade C schools:

(i) Suppose the salary of the Principal to be \$1,250 and the value of the equipment to be the minimum required, or \$450.

(ii) Suppose the salary of the full-time teacher to be \$1,250 and of the half-time teacher to be \$1,000, and the value of the equipment to be the minimum required, or \$750.

2. Grade B schools:

Suppose the combined salaries of the two teachers to be \$2,500 and the value of the equipment to be the minimum required, or \$750.

Under these conditions the income of the school will be as follows:

I. LEGISLATIVE GRANTS

	GRADE C (i)	GRADE C (ii)	GRADE B
(1) Fixed Grant	\$150	\$225	\$300
(2) Grant on Salary	225	300	450
(3) Grant on Equipment	45	75	75
(4) Grant on Accommodations	15	15	45
(This will vary with the grading but is here estimated for fair accommodation.)			
Total Legislative Grant	\$435	\$615	\$870

II. COUNTY GRANTS

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|-------------------------------------|-------|-------|-------|
| (1) Equivalent to Legislative Grant | \$435 | \$615 | \$870 |
|-------------------------------------|-------|-------|-------|
- (2) Extra amount from county to defray cost of educating county pupils. This will vary with the attendance from the county.

III. TOWNSHIP GRANTS

This is available only when the school is located in a township and will vary with the average assessment of the sections of the township.

9. LEGISLATIVE GRANTS TO DISTRICT SCHOOLS

The yearly apportionment by the Minister of the Legislative Grant to each Continuation School in the Districts shall be twice the total of the sums apportioned on the different bases set forth in the case of each grade of school.

(1). Where the Board of a Continuation School in a town, village or township in a District has notified the Department of Education that such a school is open and free to pupils resident in any of the Districts, the Department of Education will pay in lieu of one-half the Legislative grant a sum equal to 80% of the cost of education of such pupils at the Continuation School whenever this cost of education exceeds one-half the Legislative grant and the fees received by the board.

(2). Where the Board of a Continuation School in a town, village or township in a County adjacent to a District has notified the Department of Education that such School is open and free to pupils resident in such District, the Department of Education will pay for the education of pupils from the District a sum equal to 80% of the cost of education of such pupils at the Continuation School.

(3). The cost of education shall be calculated in the same manner as fixed by the statute for calculating the part to be paid by a County Council to a Board of a Continuation School in a separated town. See Continuation Schools Act, Section 7 (11), as amended by Section 12 of The School Law Amendment Act, 1921. (No. 3 under County Grants.)

If in any year the amount voted by the Legislature of Ontario for any of the services recognized in the Regulations is insufficient to pay the grants in full, or if there is a balance over, the Minister may make a pro rata reduction or increase.

In view of the very liberal provision made for the maintenance of the Continuation Schools, the Minister expects that School Boards will pay adequate salaries and will use every available means to secure fully qualified and efficient teachers. Unless this is done, the full amount of the grants as indicated above will not be apportioned or paid.

TORONTO, MAY, 1924.

